



DEPARTMENT OF VETERANS AFFAIRS

Billing Code 8320-01

[OMB Control No. 2900-0593]

Proposed Information Collection (Acquisition Regulation (VAAR) Provision 852.214-70, Caution to Bidder--Bid Envelopes)

Activity: Comment Request

AGENCY: Office of Acquisitions and Logistics, Department of Veterans Affairs.

ACTION: Notice.

SUMMARY: In compliance with the Paperwork Reduction Act (PRA) of 1995 (44 U.S.C. 3501-3521), this notice announces that the Office of Acquisitions and Logistics (OAL), Department of Veterans Affairs, will submit the collection of information abstracted below to the Office of Management and Budget (OMB) for review and comment. The PRA submission describes the nature of the information collection and its respondent total, burden; and includes the actual data collection instrument.

DATES: Comments must be submitted on or before **[INSERT DATE 30 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER]**.

ADDRESSES: Submit written comments on the collection of information through [www.Regulations.gov](http://www.Regulations.gov), or to Office of Information and Regulatory Affairs, Office of Management and Budget, Attn: VA Desk Officer; 725 17<sup>th</sup> St. NW, Washington, DC 20503 or sent through electronic mail to [oir\\_submission@omb.eop.gov](mailto:oir_submission@omb.eop.gov). Please refer to "OMB Control No. 2900- 0593" in any correspondence.

FOR FURTHER INFORMATION CONTACT: Cynthia Harvey-Pryor, Enterprise Records Service (005R1B), Department of Veterans Affairs, 810 Vermont Avenue, NW, Washington, DC 20420, (202) 461-5870 or e-mail [cynthia.harvey-pryor@va.gov](mailto:cynthia.harvey-pryor@va.gov) . Please refer to "OMB Control No. 2900-0593."

SUPPLEMENTARY INFORMATION:

Title: Veterans Affairs Acquisition Regulation (VAAR) Provision 852.214-70, Caution to Bidder--Bid Envelopes

OMB Control Number: 2900-0593

Type of Review: Extension without change of a previously approved collection.

Abstract: VAAR provision 852.214–70, advises bidders that it is their responsibility to ensure that their bid price cannot be ascertained by anyone prior to bid opening. It also advises bidders to identify their bids by showing the invitation number and bid opening date on the outside of the bid envelope. The Government often furnishes a blank bid envelope or a label for use by bidders/offers to identify their bids. The bidder is advised to fill in the required information. This information requested from bidders is needed by the Government to identify bid envelopes from other mail or packages received without having to open the envelopes or packages and possibly exposing bid prices before bid opening. The information will be used to identify which parcels or envelopes are bids and which are other routine mail. The information is also needed to help ensure that bids are delivered to the proper bid opening room on time and prior to bid opening. The contracting officer will use the information to evaluate whether or not the item offered

meets the specification requirements. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. The **Federal Register** Notice with a 60-day comment period soliciting comments on this collection of information was published at 81 FR 120, on June 22, 2016, pages 40773 and 40774.

Affected Public: Business or other for profit and not-for-profit institutions.

Estimated Annual Burden: 2 hours.

Estimated Average Burden Per Respondent: 10 seconds.

Frequency of Response: On occasion.

Estimated Number of Respondents: 640.

By direction of the Secretary:

Cynthia Harvey-Pryor,  
Program Specialist,  
Office of Privacy and Records Management,  
Department of Veterans Affairs.

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